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TOP SECRET

6 August 1984

Weekly ReportDirectorate of Administration

25X1 — [redacted]

— Office of Finance and Office of Personnel officers met to discuss implementation of new pay schedules for Telecommunications Officers. Five pay schedules with 29 to 32 steps in each schedule will be used. The target date for implementation is 1 October 1984.

— The text for the booklet, "Quality of Life in CIA," is complete and has been sent to Printing and Photography Division for photographic coordination. ✓

25X1 — An accident claimed the life of an employee [redacted] at the P&PD Building loading dock. The employee was crushed by the truck he was operating, when it rolled backward against the loading dock. P&PD employees and the Office of Medical Services rendered assistance, but the employee died later at Fairfax Hospital. GSA is handling the incident with the contractor.

— The Office of Personnel and [redacted] met on 26 July to finalize 1985 health insurance rates. There will be an average 12 percent rate decrease for 1985 which, combined with selected increased benefits in next year's package, should be beneficial to Agency employees. Details will be provided at a later date. 25X1

Directorate of Science and Technology

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— [redacted]

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— [Redacted]

Directorate of Intelligence

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— [Redacted]

- OSWR is working with NIO/SP in drafting a response to **Secretary of Defense Weinberger's expressed concerns about the inadequacy of intelligence on Soviet nuclear weapons and his suggestions for partially rectifying the situation.**
- ALA prepared typescripts for Vice President Bush on Ecuador and for Under Secretary of State Armacost on Cuban policy toward the U.S.
- OGI, along with DO/CTG, will be briefing PFIAB on the Agency Counterterrorism Program.

National Intelligence Council

- The following papers are in various stages of coordination: NIE 11-6-84: Soviet Global Reach; NIE 11-15-84: Naval Strategy and Programs Through the 1990s; NIE 11-12-85: Soviet Military Technology and Research and Development; NIE 11-7-85: The Future of Soviet Sciences; NIE 29.3-84: The Outlook for Cyprus; and SNIE 11-9-84: Soviet Policy Toward the U.S. in 1984.

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- NIO/SP (Larry Gershwin), with A/NIO/FDIA [Redacted] and CRES/FICG officer [Redacted], attended a breakfast meeting with Senator Wallop to discuss Community efforts in Soviet denial and deception.

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- NIO/S&T (Julian Nall) and A/NIO/S&T [Redacted] met with Jay Keyworth, the President's Science Advisor, Frank Press, President of the National Academy of Sciences, and National Science Foundation President, Ed Knapp, to reach agreement on topics for the study of worldwide science sponsored by Dr. Keyworth at NIC request, and separately met with Dr. Keyworth to discuss developments in Free World advanced technology.

Office of General Counsel

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— [Redacted]

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Office of Inspector General

- The final inspection report of the Office of SIGINT Operations was forwarded to the Executive Director. We will be forwarding the final inspection reports on ALA/DDI, [redacted] and IMS/DDO. The only remaining inspection report from our last four-month cycle is the survey of FND/OC. We anticipate receiving OC's comments on our draft within the next two weeks.
- Current inspections of EUR/DDO, ORD/DDS&T, DND/OC, and CPAS/DDI are proceeding on schedule. The inspection of SE/DDO is underway and our draft report on the review of the EOD Processing was forwarded to the Director of Personnel for comment.

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Office of Comptroller - See tab.

Office of Legislative Liaison

- 1985 Intelligence Authorization Bill. H.R. 5399 passed the House on 2 August 1984 by a vote of 294 to 118. It includes the Boland Amendment prohibiting use of any funds in FY-85 to support military or paramilitary operations in Nicaragua. There was sharp debate on this issue before passage.
- FOIA Bill. H.R. 5164, our bill, was voted out of the House Government Operations Committee 31 July with only one dissenting vote by Representative Ted Weiss (D., NY). We expect the bill to come up for a House vote the week of 10 September 1984.
- Computer Fraud. H.R. 5616 making Computer Fraud a Federal Crime passed the House on 24 July 1984. We have given the staff of the Judiciary Committee of the Senate language which will protect intelligence equities in this bill. HPSCI and SSCI staffs are fully informed. We are also explaining our position to staff of the House Judiciary Subcommittee on Crime who voted out the bill without knowing of our concern.

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Public Affairs Office

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- Cord Meyer advised that Senator Baker is serious about pressing for a joint Congressional oversight committee, that Senator Moynihan is opposed, and that Representative Hyde is very much in favor of the initiative and is working hard in support of it. Meyer also says Dick Helms is actively supporting the concept.

Upcoming Calendar

- 7 August - Luncheon with D/DEA (DDCI)
- Meeting with Deputy Attorney General (DDCI)
- Meeting with DD/NSA (DDCI)
9 August - Breakfast with D/DIA (DDCI)
- NFIB Meeting (DCI, DDCI)
- NFIC Meeting (DCI, DDCI, ExDir)
- Meeting with Assistant to the President for National Security Affairs (DCI, DDCI)
10 August - Breakfast with Secretary of Defense (Acting DCI)
- Lunch with Secretary of State (Acting DCI)

DCI out of city through 24 August.

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S E C R E T

DDA 84-0046/30
3 August 1984

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 3 August 1984

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

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c. Office of Finance and Office of Personnel officers met to discuss implementation of new pay schedules for Telecommunications Officers in the Office of Communications. The new pay schedules, called "Pay Banding," include five pay schedules with 29 to 32 steps in each schedule. The effective date of implementation is 1 October 1984.

d. Two officers from the Office of Information Services (OIS) completed their TDY to the Eisenhower Presidential Library. Among the more interesting material reviewed were documents from the President's Committee on Information Activities Abroad (known as the Sprague Committee after its Chairman Mansfield Sprague) and the Operations Coordinating Board. Conducting the library review on site saved the Agency time and unnecessary paperwork because the library did not have to send the material to OIS for review.

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WARNING NOTICE
INTELLIGENCE SOURCES
OR METHODS INVOLVED

S E C R E T

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SUBJECT: Weekly Report for Period Ending 3 August 1984

f. The text for the booklet, "Quality of Life in CIA," is complete and has been sent to Printing and Photography Division, Office of Logistics (P&PD), for photographic coordination.

25X1 g. An accident claimed the life of an employee [redacted]
25X1 [redacted] at the P&PD Building loading dock. The employee was crushed by the truck he was operating, as it rolled backward and crushed the employee against the loading dock. P&PD employees and the Office of Medical Services rendered assistance, but the employee died later at Fairfax Hospital. GSA is handling the incident with the contractor.

25X1 [redacted]

i. The Office of Personnel [redacted] met on 26 July to finalize 1985 health insurance rates. There will be an average 12 percent rate decrease for 1985 which, combined with selected increased benefits in next year's package, should be beneficial to Agency employees. Details will be provided at a later date.

j. In accordance with "excellence," senior Office of Personnel representatives met with Ms. Loretta Cornelius, Deputy Director of the Office of Personnel Management, as a follow-up to a briefing given by Ms. Cornelius to the President and the Cabinet on Federal Employee Productivity and Morale. Ms. Cornelius, who chaired the Cabinet Council's Working Group on Management Practices, described the areas under study and ideas generated to improve performance and morale. It appears the Agency is already utilizing many of the techniques the Working Group believes effective. Ms. Cornelius is forwarding additional materials which we will review to determine if further improvement can be instituted.

25X1 k. The proposed planning for this year's Retirement and Financial Planning Seminar is underway. Previously known as the Retirement Information Seminar, it was decided to market the Seminar as a "financial planning" Seminar as well, inasmuch as a large portion of the Seminar covers financial topics. [redacted] will once again serve as the coordinator. The dates are 16, 17, 18, 22, and 26 October. Agency retirement organizations will be given an opportunity to address the group.

l. On 27 July, the DDA, Director of Security, and Director of Training and Education visited the Federal Law Enforcement Training Center at Glynco, Georgia. The purpose of the visit was to discuss the anticipated use of this facility to train the new CIA Security Protective Officers.

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SUBJECT: Weekly Report for Period Ending 3 August 1984

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n. The fourth running of the Electronic Intelligence (ELINT) Orientation Course, completed on 27 July, was enthusiastically received by the students. This two-day course introduces students to: what ELINT is; where it comes from; how requirements are generated; and how ELINT is processed, analyzed and used in finished intelligence. The next running of the course is scheduled for 8 - 9 November.

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3. Significant activities anticipated during the coming week:

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[Redacted]

Harry E. Fitzwater

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